

**FEMA-1510-DR-OR
PUBLIC ASSISTANCE
APPLICANT BRIEFING**

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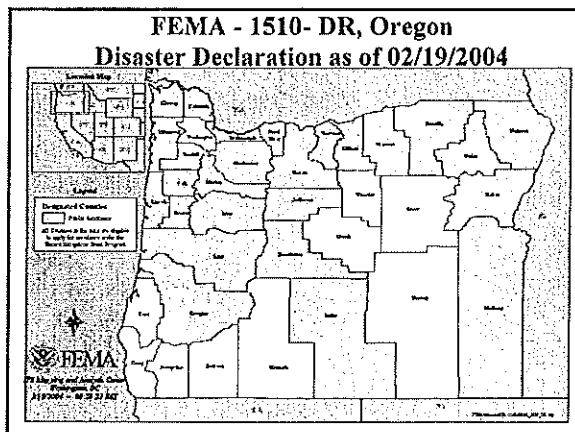
**Recovery for Public Infrastructure
December 26 – January 14, 2004 event**

**This presentation
has been designed
to provide:**

An overview of the
Public Assistance Program

An overview
of the process of obtaining a
Public Assistance Program grant

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The Public Assistance Program

Supplemental financial assistance to eligible applicants for response and recovery activities required as a result of a major disaster which has been declared by the President.

Public Assistance is a cost-share program
75% federal – 25% non-federal

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Eligible Applicants

- State government agencies/departments
- Local governments, special districts
- Indian tribal governments
- Certain private nonprofit organizations

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Eligible Facilities

- Any public or PNP-owned building, works, system, or equipment, built or manufactured
- Any improved *and* maintained natural feature

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Eligible Work

Disaster damage

Location

Legal Responsibility

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Eligible Direct Costs

Labor: salaries, wages and fringe benefits
(for emergency work, only overtime
including fringe benefits is eligible)

Materials

Applicant owned equipment

Contract costs incurred for eligible work

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Eligible Costs, Continued

**Reasonable
and
necessary to
accomplish
the work**

**Compliant
with federal,
state, and
local
requirements
for
procurement**

**Reduced by
all applicable
credits such
as insurance
proceeds and
salvage
values**

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Categories of Work

•Emergency Work

• Categories A and B

•Permanent Work

• Categories C through G

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Emergency Work Categories A and B



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Emergency Work—Category A

Debris Removal

- Eliminate immediate threat to lives, public health and safety
- Eliminate immediate threat to improved public property
- Ensure economic recovery of the community

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Emergency Work—Category B

Emergency Protective Measures

- Eliminate or lessen immediate threats to lives, public health, or safety
- Eliminate or lessen threats of significant damage to improved property

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Permanent Work Category C – G

- Any activity that must be performed to restore a damaged facility
- Design
- Function
- Capacity

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Permanent Work Category C – G

- CAT C: Roads and Bridges
- CAT D: Water Control Facilities
- CAT E: Buildings and Equipment
- CAT F: Utilities
- CAT G: Parks and Other Items

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Hazard Mitigation

Normal Public Assistance (PA) procedure is to repair to pre-disaster conditions, but hazard mitigation under PA can strengthen, hardened, relocate, etc.

For the Public Assistance Program, the following criteria must be met to qualify for a mitigation component to your project:

- Must be damage site specific
- Must be applied to damaged element
- Must be technically feasible
- Must be cost-effective

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Hazard Mitigation

- Public Assistance Program mitigation ("406" mitigation) will be discussed in detail at Kickoff Meetings
- Come prepared with ideas - FEMA mitigation technical assistance will be available
- Proposals for mitigation can come from the Applicant, Project Officer, or FEMA Mitigation Specialists
- Information on the separate Hazard Mitigation Grant Program (HMGP or "404" mitigation) will also be made available at Kickoff Meetings... more info. near the end of the briefing today

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Small Project or Large Project?



Annually updated, \$54,100 is the FY 2004 threshold amount.

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Small Projects



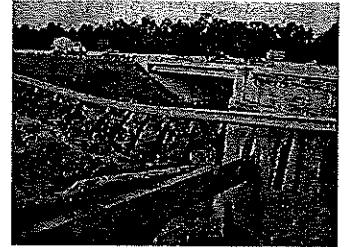
Federal cost-share for a small project is paid upon Project Worksheet approval and payment request submittal.

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Large Projects

Federal cost share is paid as the work is accomplished.

Final assistance will be based upon actual costs.



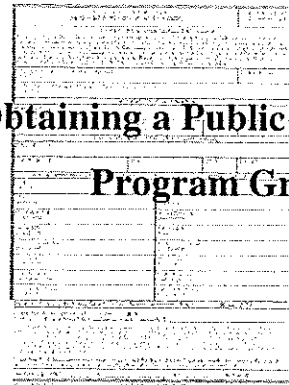
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Project Completion Timeframes

- Start date February 19, 2004
- Debris removal 6 months
- Emergency work .. 6 months
- Permanent work ... 18 months

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Obtaining a Public Assistance Program Grant



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The first step in requesting Public Assistance:



Applicant submits Request for Public Assistance form

The Request for Public Assistance form is submitted to the state

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Steps to Getting Assistance

- Applicants Briefing
- Request for Public Assistance
- Assignment of Public Assistance Coordinator (PAC)
- Kickoff Meeting
- Contract between OEM and the Applicant (Applicant becomes Subgrantee)
- Complete Project Worksheets
- State disbursement of grant funds

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Submission Time Limits

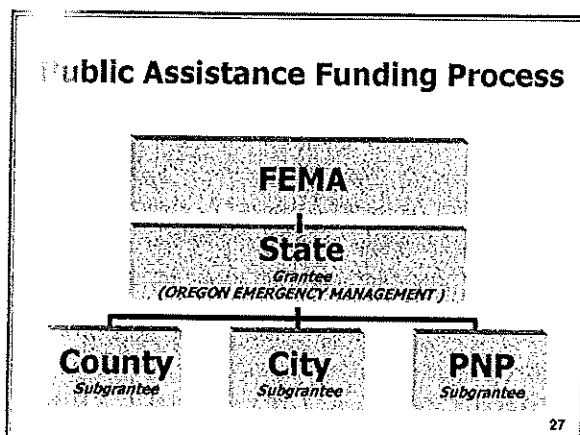
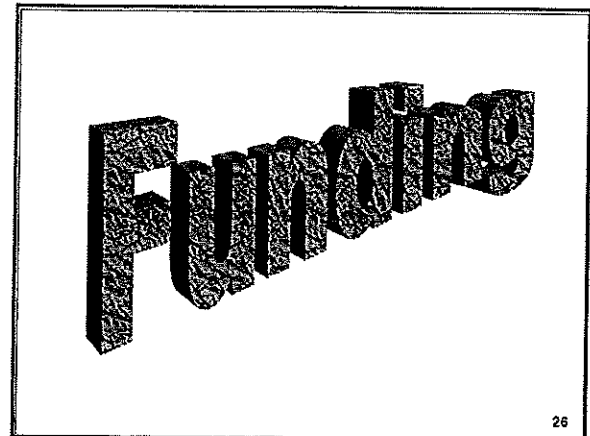
Request for Public Assistance

30
days after declaration date

Project Worksheets

60
days after Kickoff Meeting

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Oregon Emergency Management Infrastructure Contract (Public Assistance Contract)

In order to pass-through FEMA Public Assistance funds, Oregon Emergency Management (OEM) must have a signed agreement with the applicant.

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Payments

Payments can be made directly to a local government investment pool account.

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Small Project Payments

The final payment on small projects is based on estimates and is made shortly after project approval.

Submit payment request forms for each approved project worksheet (PW).

Payment will be processed.

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Large Project Payments

Final payment for large projects is based on actual eligible final costs.

Payment request forms can be submitted for progress payments, or a single payment request form can be submitted after the project is completed.

A final inspection will be conducted on the site and documentation is required.

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Administrative Allowance

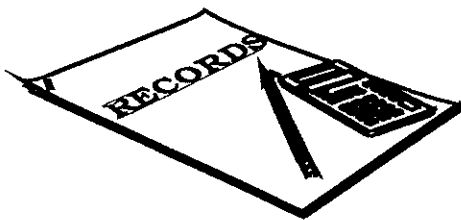
Based on a percentage of eligible costs:

3% is paid on the first	\$100,000
2% is paid on the next	\$900,000
1% is paid on the next	\$4,000,000
0.5% paid on amounts over	\$5,000,000

FEMA does the administrative allowance calculation.

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Record Keeping



Accurate records of expenses must be maintained.

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Summary Records to Assist in Organizing Project Documentation

- Force account labor summary record
- Force account equipment summary record
- Materials summary record
- Rented equipment summary record
- Contract work summary record

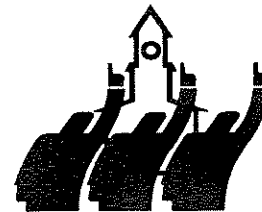
These forms are available upon request.

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Single Audit Act

- If your organization receives \$500,000 or more of federal grant money, your financial statements must be audited as required by OMB Circular A-133.
- Records are to be kept for three years after final payment or final audit, whichever is later.

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Appeals

Any determination related to federal assistance may be appealed.

The time limit for appeal submission is 60 days from receipt of notice of the action which is being appealed.

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